

Minutes of the
North Dakota Educational Technology Council Meeting

Friday, August 9, 2002 8:00-12:00 AM

Videoconference

At

Bismarck, Fargo, Grand Forks, Valley City, Williston

Lisa Feldner, Chair, called the meeting to order at 8:09 AM.

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|------------------|-------------------|-----------------|
| Members present: | Jerry Bartholomay | Chris Kalash |
| | Grant Crawford | Kevin Keenaghan |
| | Tom Cummings | Wayne Kutzer |
| | Tom Eberle | Bev Nielson |
| | Lisa Feldner | Wayne Sanstead |

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|-----------------|---------------|------------|
| Members absent: | Laurie Martin | Curt Wolfe |
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Introduction of Guests:

Dave Monson – Edinburg Public School

Mike Ressler – ITD

Approval of Agenda: The agenda was approved as changed. Dan Pullen asked to move Item 5b – Financial Report to Item 8b – Budget Reduction, to omit Item 7e as it is addressed in Item 10a and to add item 7g – EduTech budget

Approval of Minutes: Bev Nielson moved to approve the May 21, 2002 meeting minutes. Chris Kalash seconded the motion, which passed unanimously. (Yes: Bartholomay, Crawford, Cummings, Eberle, Feldner, Kalash, Keenaghan, Kutzer, Nielson, Sanstead; No: none; Absent: Martin, Wolfe)

Dan Pullen recognized the Valley City State University, Education Department for winning the Distinguished Achievement Award from ISTE for integrating the National Education Technology Standards for Teachers into their teacher preparation program. VCSU is one of only seven institutions to receive such an award.

Old Business:

Dan Pullen updated the Council two items. His report included the complete list of the video networking grants, which included the second round of ETC grants were that awarded in combination with DPI. A draft of “A Brief Introduction to Video Networking” is a description of the video networking technologies available in North Dakota Schools. This information was prepared at the request of an ETC Council member.

Jody French presented information from her written report on Internet 2.

Dan Pullen offered copies of a full version of the Needs Assessment Survey to the Council Members. They are to contact Deborah Janzen for these copies. He gave highlights of the survey

results. Follow-up meetings with the larger school district will be done this fall. These focus group meetings are to determine the best way to serve the larger districts. PSTV will address the concerns of the survey respondents in regards to more program and service information available to classroom teachers and librarians. The Needs Assessment Survey in combination with the request for infrastructure information will be completed on an annual basis.

Dan Pullen updated the Council on the activities of the E-Rate Team this year. The 2002 E-Rate funding was approved. Chris Kalash moved to approve the ETC director's role in leading the state E-Rate application process and his being the signatory and point of contact for the application and to adopt the continued use of the name, "ND School Net" as the official consortium name for the statewide E-Rate application. Bev Nielson seconded the motion, which passed unanimously.

(Yes: Bartholomay, Crawford, Cummings, Eberle, Feldner, Kalash, Keenaghan, Kutzer, Nielson, Sanstead; No: none; Absent: Martin, Wolfe)

Dan Pullen presented the ND ETC proposed budget request for 2003-05. Dan Pullen made corrections on the spreadsheet document presented to the Council. The Total Optional Package should read \$1,210,000 and the Total ND ETC Biennium Request should read \$2,350,000. The proposed budget is due to the ITD on September 15, 2002. ETC optional package requests will need to be put in priority order for submission to the legislature. The Council members discussed their preferences in determining the priorities for the optional package requests. The focus of any of the funding should be the improvement of teaching and learning for North Dakota students. The optional package request for PSTV funding will indicate the survival of this program. The Council agreed to give Dan Pullen the flexibility to work with the legislature without locking down a specific priority list. Chris Kalash moved to approve the ND ETC Budget Request and the Optional Package Requests. Bev Nielson seconded the motion, which passed, nine yes votes and one no vote. (Yes: Bartholomay, Crawford, Cummings, Eberle, Feldner, Kalash, Kutzer, Nielson, Sanstead; No: Keenaghan; Absent: Martin, Wolfe)

Dan Pullen presented the EduTech Budget Request including three Optional Budget Packages. The former C.I.I and STS budgets are combined into one line. Grant Crawford moved to approve the EduTech Budget Request including three Optional Budget Packages. Wayne Kutzer seconded the motion, which passed unanimously. (Yes: Bartholomay, Crawford, Cummings, Eberle, Feldner, Kalash, Keenaghan, Kutzer, Nielson, Sanstead; No: none; Absent: Martin, Wolfe)

New Business:

The Council agreed that the linkages listed would be represented and reports would be presented as below:

| <u>Link</u> | <u>Council Representative</u> | <u>Reporting Meeting</u> |
|--------------------|-------------------------------|--------------------------|
| NDSBA | Bev Nielson | November |
| NDATL | Lisa Feldner | August |
| NDCEL | Kevin Keenaghan | November |
| DPI | Chris Kalash | November |
| TNT | Jody French | August |
| NDEA | Laurie Martin | November |
| Non-Public Schools | Tom Eberle | November |
| Special Education | Tom Cummings | November |

This schedule will be embedded in section GP-8-E of the Policy Governance Manual. Action will be taken at the November ND ETC meeting.

Dan Pullen highlighted the changes made to the ND ETC budget to comply with the Governor's request to reduce budgets by one percent. Kevin? Keenaghan moved to approve the reduction package determined by the ND ETC Director. Chris Kalash seconded the motion, which passed unanimously. (Yes: Bartholomay, Crawford, Cummings, Eberle, Feldner, Kalash, Keenaghan, Kutzer, Nielson, Sanstead; No: none; Absent: Martin, Wolfe)

Dan Pullen also presented the ND ETC 2002-03 Financial Report to date, which reflects the one percent budget reduction. Bev Nielson moved to accept the financial report as presented. Chris Kalash seconded the motion, which passed unanimously. (Yes: Bartholomay, Crawford, Cummings, Eberle, Feldner, Kalash, Keenaghan, Kutzer, Nielson, Sanstead; No: none; Absent: Martin, Wolfe)

Dan Pullen described the Goals and Strategies Report that was given to the Council members. He indicated that a part of this report would be included in the State IT Plan. He used the Results Policies from the Policy Governance document to structure the 14 IT strategies to achieve the results of the ND ETC. The part of the document to be included in the State IT Plan will be completed by XXXXX. A question of statewide funding for PowerSchool was raised. A discussion of school data collection determined that since the state has not mandated nor suggested any one data collection software package the state will not fund the purchase of any one data collection program. A report on the Tetra Data program will be presented at the November ND ETC meeting by Tom Decker.

Dan Pullen presented information from his written report on the State Educational Technology Planning Process. The ND ETC Council will need to take action on the final version of the plan to make it official.

Policy Reviews:

The Council recommended no changes to the policies scheduled for review: GP-9 Council Members' Code of Conduct; GP-10 Council Members Covenants; C/DR-3 Accountability of Director; and C/DR-4 Delegation to Director. Dan Pullen requested that the Results Policies be re-numbered as follows:

| Current Policy Number | New Policy Number |
|-----------------------|-------------------|
| 1 | 3 |
| 2 | 4 |
| 3 | 2 |
| 4 | 5 |
| 5 | 1 |

Bev Nielson moved to approve the re-numbering of the Results Policies at Dan Pullen's direction. Wayne Kutzer seconded the motion, which passed unanimously. (Yes: Bartholomay, Crawford, Cummings, Eberle, Feldner, Kalash, Keenaghan, Kutzer, Nielson, Sanstead; No: none; Absent: Martin, Wolfe)

Council and Staff Reports

Jody French reported on the June 9-12, 2003 TNT Conference to be held in Grand Forks. The goals are listed in the supporting document. Any vendor inquiries should be directed to Jody.

Wayne Kutzer reported on Vocational Education and the All Service Conference. He reported that ?ExploreNet no longer has a presence in North Dakota. (*don't know what that means, dkj*) \$15,000 of the funds that were to go to ExploreNet projects will be moved into the Grants line item in the Voc Ed budget. Voc Ed has requested an Optional Budget Package of \$250,000 to put vocational classes into the ITV system. This is to encourage schools to make these courses available via ITV.

Mike Ressler reported that there is a meeting on September 10, 2002. Dan Pullen testified at the June legislative IT meeting and has been asked to return in November with the Educational Technology Plan. There is nothing to report from the Governor's Office.

Dan Pullen highlighted three issues from the written Director's report: NDIS pilot project Spanish course, the restructuring of EduTech, and SETDA membership. Chris Kalash moved to approve application to join SETDA. Bev Nielson seconded the motion, which passed unanimously. (Yes: Bartholomay, Crawford, Cummings, Eberle, Feldner, Kalash, Keenaghan, Kutzer, Nielson, Sanstead; No: none; Absent: Martin, Wolfe)

Debriefing:

Comments during the debriefing session were:

- Financial report should be available before the meeting;
- The council did not need to approve the 1% reduction package;
- The council did not need to approve joining a professional organization or maybe they did
- The agenda needs to include the estimated time commitment
- The information on the place should be communicated more than once
- The agenda should indicate which items are reports, which are action items and which are for discussion.

Overall the meeting went well.

Set Date and Time of Next Meeting: The next meeting will be held November 21, 2002 from 8:00 – 12:00 AM via videoconference.

The meeting was adjourned at 11:27 AM.

Minutes approved November 21, 2002